

Department of Social and Health Services

DP Code/Title: M2-LD OB-2 Seismic Upgrade

Program Level - 110 Admin & Supporting Svcs

Budget Period: 2003-05 Version: 11 2003-05 Agency Request Budget

Recommendation Summary Text:

This is a request to cover 20 months of expenses projected by the agency during Fiscal Year 2004 and 2005 for temporarily relocating Office Building 2 (OB-2) staff while seismic upgrade construction is performed on the interior of the building.

Fiscal Detail:

Operating Expenditures

	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
Program 110			
001-1 General Fund - Basic Account-State	455,000	478,000	933,000
001-2 General Fund - Basic Account-Federal	24,000	26,000	50,000
001-A General Fund - Basic Account-DSHS Fam Support/Chi	46,000	48,000	94,000
001-C General Fund - Basic Account-DSHS Medicaid Federa	137,000	144,000	281,000
Total Cost	662,000	696,000	1,358,000

Staffing

Package Description:

The Department of Social and Health Services (DSHS) occupies 170,343 square feet of office space in OB-2. Independent engineering studies completed for General Administration (GA) indicate that the structure does not meet minimum life/safety standards for seismic events. The building needs to be structurally strengthened to meet minimum Federal Emergency Management Administration standards. GA's Division of Capitol Facilities has earmarked capital funds to perform this work during the 2003-05 Biennium. However, temporary relocation costs are not part of a capital budget submittal. Because this major construction work is slated to begin in April 2004, DSHS will have to secure and relocate staff to temporary office space by November 2003. This necessary space (estimated to be 30,000-sq.ft.) would be used to house portions of OB-2 staff during the seismic upgrade.

Narrative Justification and Impact Statement

How contributes to strategic plan:

For the department and the division, the strategic plan and balanced scorecard center on improving business practices, partnering with our customers and clients, efficiently communicating information, and ensuring a safe environment for staff and clients.

Performance Measure Detail

Program: 110

Goal: 09K DSHS provides a safe environment for employees and clients.

No measures submitted for package

Incremental Changes

FY 1

FY 2

Reason for change:

The GA Capital Project Request includes planning and construction estimates for OB-2 seismic rehabilitation. This package assures DSHS can meet the relocation expenses necessary to accommodate this upgrade.

Impact on clients and services:

Department of Social and Health Services

DP Code/Title: M2-LD OB-2 Seismic Upgrade
Program Level - 110 Admin & Supporting Svcs

Budget Period: 2003-05 Version: 11 2003-05 Agency Request Budget

These temporary relocation changes will ensure uninterrupted program service delivery to our clients. Additionally, but indirectly, this request contributes to a safer work environment for our employees and clients visiting the building.

Impact on other state programs:

This construction and temporary relocation impacts all DSHS programs.

Relationship to capital budget:

These temporary relocation costs are not addressed in GA's capital project request.

Required changes to existing RCW, WAC, contract, or plan:

Not applicable

Alternatives explored by agency:

The strategy of vacating one wing per floor at a time to accommodate construction is less expensive and more practical than vacating the entire building.

Budget impacts in future biennia:

Because the construction is projected to last 32 to 36 months, continued funding will be necessary for 12 to 16 months of the 2005-07 Biennium at a cost of \$696,000 to \$928,000.

Distinction between one-time and ongoing costs:

This request represents ongoing cost (during the 2003-05 Biennium) of \$1,160,000 for lease space and utility costs. There will also be three different one-time costs. These are: \$132,000 for the purchase of 110 work stations, \$33,000 for power/voice/data installation costs (for the 110 stations), and demolition/moves/reconstruction within OB-2 of \$33,000.

Effects of non-funding:

DSHS could not incur these additional operating expenses nor accommodate the project, prohibiting the needed upgrade.

Expenditure Calculations and Assumptions:

The following cost estimates were developed in conjunction with GA.

Annual lease costs for temporary facility:

Rent: (30,000 sq. ft.) x (\$22 per sq. ft.) x 20 months = \$1,100,000

Utilities: \$3,000/mo x 20 months = \$60,000

Purchase of 110 work stations: 110 x \$1,200 = \$132,000

(Note that renting these would cost \$280,440 over the 36-month period)

Power/voice/data installation at temporary facility:

(110 work stations) x (\$300 per station) = \$33,000

Within OB-2 work station demolitions, moves, and reconstructions:

(110 work stations) x (\$300 per station) = \$33,000

Department of Social and Health Services

DP Code/Title: M2-LD OB-2 Seismic Upgrade
Program Level - 110 Admin & Supporting Svcs

Budget Period: 2003-05 Version: 11 2003-05 Agency Request Budget

Total: \$1,358,000 [General Fund-State, \$950,600 and General Fund-Federal \$407,400]

Object Detail

Program 110 Objects

	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
E Goods And Services	530,000	696,000	1,226,000
J Capital Outlays	132,000	0	132,000
Total Objects	662,000	696,000	1,358,000

DSHS Source Code Detail

Program 110

Fund 001-1, General Fund - Basic Account-State

<u>Sources</u>	<u>Title</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
0011	General Fund State	455,000	478,000	933,000
Total for Fund 001-1		455,000	478,000	933,000

Fund 001-2, General Fund - Basic Account-Federal

<u>Sources</u>	<u>Title</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
001B	Social Security Disability Ins (100%)	10,000	11,000	21,000
E61L	Food Stamp Program (50%)	14,000	15,000	29,000
Total for Fund 001-2		24,000	26,000	50,000

Fund 001-A, General Fund - Basic Account-DSHS Fam Support/Chi

<u>Sources</u>	<u>Title</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
563I	Title IV-D Child Support Enforcement (A) (66%)	34,000	35,000	69,000
658L	Title IV-E-Foster Care (50%)	11,000	12,000	23,000
659L	Title IV-E Adoption Assistance (50%)	1,000	1,000	2,000
Total for Fund 001-A		46,000	48,000	94,000

Fund 001-C, General Fund - Basic Account-DSHS Medicaid Federa

<u>Sources</u>	<u>Title</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
19UL	Title XIX Admin (50%)	137,000	144,000	281,000
Total for Fund 001-C		137,000	144,000	281,000

Total Program 110	662,000	696,000	1,358,000
--------------------------	----------------	----------------	------------------